

**Regular Meeting
Nioga Board of Trustees
November 19, 2024
Nioga Headquarters**

The regular meeting of the Nioga Library System Board of Trustees was held on Tuesday, November 19, 2024 at Nioga Headquarters, Lockport, New York.

Present: Charles Begley, Jeffrey Laub, Dan Haight, Andrea Fetterly, Craig Bacon, Marilyn Zaciewski, Patricia Nagel, Kristie Miller, Tammam Kinan and Jeanne Tuohey

Excused: Mr. Howard Balaban

Staff members present: Thomas Bindeman, Lisa Erickson and Laura Jeffery

OPEN HEARING:

There was no business brought forth in the Open Hearing.

CALL TO ORDER:

Mr. Begley called the meeting to order at 6:08 pm.

PLEDGE OF ALLEGIANCE:

Mr. Dan Haight led the Board of Trustees in the Pledge of Allegiance.

APPROVAL OF MINUTES:

Action: It was moved by Ms. Tuohey to accept the minutes from the September 24, 2024 meeting as presented. Ms. Nagel seconded and the motion carried.

COMMITTEE REPORTS

Finance and Audit Committee:

The Monthly Budget Reports for September and October were included in the Board Packet. Also included were the Monthly Payroll reports for September and October.

Schedule of Payments - September and October 2024

General Fund 2024-09	\$ 19,694.06
LAA Account 2024-09	\$ 3,209.50
General Fund 2024-10	\$ 30,690.44
LAA Account 2024-10	\$ 6,318.47

Mr. Haight reviewed the financial reports with the Board of Trustees.

FY2025 Proposed Budget:

A copy of the Operations Budget was included in the Board Packet.

Action: It was moved by Mr. Haight to accept the proposed FY2025 Operations Budget. Ms. Miller seconded and the motion carried.

FY2023 AUDIT Presentation:

Mr. Haight introduced Jeremy Smith with Lumsden McCormick Certified Public Accountants. Mr. Smith handed out to the Board Trustees a Presentation Summary booklet of the 2023 audit and reviewed the booklet with the Trustees.

NOMINATING COMMITTEE

UPDATE ON BOARD OPENINGS 2025:

Mr. Laub gave an update on board vacancies. There will be two vacancies on the Nioga Board of Trustees this upcoming year. Terms are expiring for Representative Kristie Miller for the Genesee County Seat and Representative Dan J. Haight for the City of North Tonawanda seat. Ms. Miller and Mr. Haight have agreed to run again.

PERSONNEL COMMITTEE

Update on Executive Director Evaluation:

The Executive Director Evaluation will take place at the January 21, 2025 board meeting.

PRESIDENT'S REPORT

Update on Trustee Training:

Mr. Begley stated Trustee Training sessions went well in 2024. The Attorney is working on setting up four sessions for 2025.

Update on Central Library Issue:

Mr. Begley stated a meeting is set up for Wednesday, November 20, 2024 during the SAC meeting.

New Director at Royalton Hartland Library – Angelina DiMascio:

Mr. Begley stated Royalton Harland Library hired Angelina DiMascio as the Library's new Director. On December 7th at 12:00 noon the library is having a Meet and Greet.

Freedom to Read Statement:

Freedom to Read Statement was included in the Board packet.

Action: A motion was made by Ms. Miller to accept the Freedom to Read Statement as an official policy of Nioga Library System. Ms. Fetterly seconded and the motion carried.

Trustee Code of Conduct Policy:

Action: A motion was made by Mr. Haight to accept the Trustee Code of Conduct Policy as presented. Ms. Zaciewski seconded and the motion carried.

Member Library Stats:

A monthly report was included in the Board packet.

2025 Proposed Board Meeting Dates:

A list of the proposed 2025 Nioga Board meeting dates was included in the Board packet. A change was made to the proposed schedule, the snow date for November's meeting (November 25, 2025) was changed to December 2nd, 2025.

Action: Ms. Miller made a motion to accept the 2025 Proposed Board Meeting Dates with the change to the November snow date. Mr. Bacon seconded and the motion carried.

2025 Holiday Schedule:

A list of the 2025 Nioga Holidays was included in the Board packet.

Action: Mr. Bacon made a motion to accept the 2025 Holiday Schedule as presented. Ms. Fetterly seconded and the motion carried.

Charge to Committees:

Mr. Begley charged the Nominating Committee to review Board openings for 2025.

State Budget:

Thomas Bindeman gave an update on funding from New York State for 2025.

Nioga Budget:

A 2025 Nioga Budget report was included in the Board packet.

Accept and distribute Legislative Grants:

Action: Mr. Haight made a motion to accept the Legislative Grants and distribute as presented. Ms. Fetterly seconded and the motion carried.

Discussion on a new copier:

A report was included in the Board packet.

Action: Mr. Haight made a motion to accept the purchase of a new copier. Ms. Tuohey seconded and the motion carried.

Discussion on New Vehicle:

Thomas Bindeman updated the Board regarding purchasing a 2023 Chrysler Pacific.

Action: Mr. Haight made a motion to accept the purchase of the 2023 Chrysler Pacific as presented. Ms. Nagel seconded and the motion carried

FOIL Policy:

A draft of a proposed FOIL Policy was included in the Board Packet.

Action: Ms. Miller made a motion to accept the FOIL Policy as presented. Mr. Bacon seconded and the motion carried.

Member Library Statistical Report:

A report was handed out at the Board meeting.

LAA Budget:

The 2025 LAA budget report was included in the Board Packet.

COMMUNICATIONS, ADVOCACY AND OUTREACH

Action: Ms. Fetterly made a motion to accept the Variance Request for Royalton Hartland Community Library. Ms. Kinan seconded and the motion carried.

State Construction Update:

A 2023/2024 Construction Awards report was included in the Board packet.

Youth Services Report:

A monthly report from Laura Herold was included in the Board packet.

Extension Services Report:

A monthly report from Sara Taylor was included in the Board packet.

MEMBER LIBRARY DIRECTORS' AND TRUSTEES' COMMENTS, ISSUES AND CONCERNS

None presented

OLD BUSINESS

None presented

NEW BUSINESS

None presented.

NEXT SCHEDULED BOARD MEETING:

The next Nioga Board Meeting is January 21, 2025
(January 28, 2025 if rescheduled due to inclement weather).

ADJOURNMENT

The Meeting was adjourned at 7:54 PM.

Secretary